



UNITED STATES GOVERNMENT MEMORANDUM

Metropolitan Correctional Center, New York, New York

DATE: **April 12, 2021**

FROM: **M. Charles / Food Service Supervisor**

SUBJECT: **KROMAH #86956-054**

To whom it may concern:

This is to confirm that Inmate KROMAH, #86956-054 has been working in the food service department from August 2019 to present as one of our head line server. Inmate Kromah has been assigned the duties of line server, however he also helps out doing the following: butcher, baker, dining and dish machine worker, vegetable preparation worker and pot and pan washer. Inmate Kromah is learning how all the positions contribute to the overall success of the department and works directly under my supervision. He also helps us with the preparation of all meals prepared in the Food Service Department at the Metropolitan Correctional Center (MCC NY).

He is very professional at work, an extremely hard worker, and he puts all his efforts to get the job done in the given time. If you have any question please feel free to call me at (646)-836-6404.

Thank you for your time.

M. Charles



UNITED STATES GOVERNMENT
MEMORANDUM

Metropolitan Detention Center, Brooklyn, New York

DATE: May 2, 2022
FROM: *M. Charles*
M. Charles / Food Service Supervisor
SUBJECT: KROMAH, #86956-054

To whom it may concern:

This is to confirm that Inmate KROMAH, #86956-054 has been working in the food service department at the Metropolitan Detention Center from September 2021 to present as one of our head cook for 1650 inmates. Kromah has been assigned the duties of head cook, however he also helps out doing the following: butcher, baker, dining and dish machine worker, line worker and pot and pan washer. Inmate Kromah is learning how all the positions contribute to the overall success of the department. He also helps us with sanitation to include cleaning industrial ovens, steam kettles, organizing the warehouse, refrigerators, freezers and oven warmers.

During COVID Kromah has volunteered to help the department sanitize the kitchen and food carts before they were sent up to the units.

He is very professional at work, an extremely hard worker, and he puts all his efforts to get the job done in the given time. If you have any question please feel free to call me at (718)-840-5000.

Thank you for your time.

M. Charles
M. Charles

NYMAW *
PAGE 001 OF 001 *INMATE EDUCATION DATA
TRANSCRIPT* 07-15-2021
* 07:44:49REGISTER NO: 86956-054
FORMAT.....: TRANSCRIPTNAME...: KROMAH
RSP OF: NYM-NEW YORK MCC

FUNC: PRT

----- EDUCATION INFORMATION -----

FACL	ASSIGNMENT DESCRIPTION	START DATE/TIME	STOP DATE/TIME
NYM	GED UNK GED STATUS UNKNOWN	06-13-2019	1839 CURRENT

----- EDUCATION COURSES -----

SUB-FACL	DESCRIPTION	START DATE	STOP DATE	EVNT	AC	LV	HRS
NYM M	QUARANTINE U.S. HISTORY	06-28-2021	07-02-2021	P	C	P	10
NYM M	QUARANTINE EARTH SCIENCE	06-21-2021	06-22-2021	P	C	P	3
NYM M	10 SOFT SKILLS YOU NEED	06-14-2021	06-17-2021	P	C	P	12
NYM M	QUARANTINE MANIFEST DESTINY	05-10-2021	05-11-2021	P	C	P	3
NYM M	BUSINESS ETHICS	06-07-2021	06-10-2021	P	C	P	12
NYM M	BUDGET & FINANCE REP CORP TRAI	05-24-2021	05-27-2021	P	C	P	12
NYM M	SALES FUNDAMENTALS CORP TRAIN	05-17-2021	05-21-2021	P	C	P	12
NYM M	BUSINESS ACUMEN CORP TRAINING	05-31-2021	06-04-2021	P	C	P	12
NYM M	10 SOFT SKILLS YOU NEED	03-07-2020	03-18-2020	P	C	P	12
NYM M	CONFLICT RESOLUTION CORP TRAIN	03-26-2020	03-30-2020	P	C	P	12
NYM M	PERSONAL WELLNESS	03-15-2020	03-22-2020	P	C	P	15
NYM M	DEVELOPING CREATIVITY	04-12-2021	04-16-2021	P	C	P	12
NYM M	BASIC BOOKKEEPING	05-03-2021	05-07-2021	P	C	P	12
NYM M	QUARANTINE EARTH SCIENCE	05-06-2021	05-06-2021	P	C	P	3
NYM M	TIME MANAGEMENT CORP TRAIN	04-01-2021	04-08-2021	P	C	P	8
NYM M	LEADERSHIP AND INFLUENCE	03-29-2021	03-31-2021	P	C	P	12
NYM M	MARKETING BASICS CORP TRAIN	03-22-2021	03-26-2021	P	C	P	12
NYM M	ENTREPRENEURSHIP	03-22-2021	03-26-2021	P	C	P	12
NYM M	QUARANTINE EMAIL BASICS	03-17-2021	03-17-2021	P	C	P	3

G0000 TRANSACTION SUCCESSFULLY COMPLETED

BP-A0324
JUN 10U.S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF PRISONS

WORK PERFORMANCE RATING - INMATE

Inmate's Name KROMAH, MOAZU A.	Register No. 86956-054	Unit J-C
Evaluation Period MARCH 26 - APRIL 25	Work Assignment FOOD SERVICE 2	

Bonus Justification

Inmate Kromah 72909-054 has worked as a cook in the institution's kitchen for almost a year. His duties included cooking lunch and dinner for 1800 inmates. He takes pride in achieving the food service mission. Accepts responsibility for all areas of the job. Goes above and beyond in an effort to do the best job they can. Displays professionalism in approach to work. Successfully works with others to achieve desired results; contributes to team projects; exchanges ideas, opinions, develops positive working relationships. Listens well and keeps others informed. Inmate Kromah embraces change. Meets changing conditions and situations in work responsibilities easily and positively. Accepts constructive criticism and suggestions. Treats others with kindness, civility and respect. Maintains objectivity in situations of conflict. He works hard and earns trust by being dependable and consistent. Inmate Kromah is great asset to the food service inmate detail. His dependability and his excellent response to direction and supervision makes Mr. Kromah stand out amongst his peers. Thank you for all the hard work you do on a daily basis Mr. Kromah, and keep up the outstanding job.

Signature and Date of Dept. Head Approval

Route to Dept. Head for Review, Then to Unit Team

Instructions: Check the best statement in each area. Base your rating on the inmate's overall performance for the rating period--neither the inmate's best day nor worst day--as compared to what is expected of a satisfactory worker in the assignment.

A. QUALITY OF WORK

- 1. Unsatisfactory. Makes more errors than should for this level of training. Work must be redone.
- 2. Fair. Careless; makes mistakes and does not check work. Should do better work.
- 3. Satisfactory. Makes some mistakes but no more than expected at this level.
- 4. Good. Makes fewer mistakes than most inmates at this level of training. Does Journeyman level work.
- 5. Outstanding. Does superior work

B. QUANTITY OF WORK

- 1. Unsatisfactory. Lazy, wastes time, goofs off.
- 2. Fair. Does just enough to get by. Has to be prodded occasionally.
- 3. Satisfactory. Works steadily but does not push self.
- 4. Good. Willing Worker. Does a full day's work and wastes little time.
- 5. Outstanding. Drives self exceptionally hard all the time.

C. INITIATIVE

- 1. Unsatisfactory. Always waits to be told what to do. Needs help getting started.
- 2. Fair. Usually relies on others to say what needs to be done.
- 3. Satisfactory. Can adapt to changes in routine. Will start work without waiting to be told.
- 4. Good. Can plan own work well. Acts on own in most things. Doesn't wait to be told what to do.
- 5. Outstanding. Has good ideas on better ways of doing things.

D. INTEREST; EAGERNESS TO LEARN

- 1. Poor. Shows no interest in job. Regards job as a drag or waste of time.
- 2. Fair. Shows minimal interest but not very eager to learn.
- 3. Satisfactory. Shows average amount of interest. Wants to learn own job but does not put forth extra effort.
- 4. Good. Above-average interest in job. Asks questions about own work and related work. May do extra work to improve skills.
- 5. Outstanding. Eager to master job. Wants to know everything there is to know about it. May read up on own time or volunteer to do things that will improve knowledge.

E. ABILITY TO LEARN

- 1. Poor. Has very low aptitude and is very slow to learn. Even when given extra instruction unable to learn, no matter how hard trying.
- 2. Fair. Slow but if tries eventually will pick up the skills. Needs more instructions than most.
- 3. Average. No slower and no faster to learn than most inmates. Requires average amount of instruction.
- 4. Good. Learns rapidly. Good memory. Rarely makes the same mistake twice.
- 5. Outstanding. Very quick to learn. Excellent memory. Is learning much more rapidly than most inmates assigned here. Never makes the same mistake twice.

F. NEED FOR SUPERVISION; DEPENDABILITY; SAFETY; CARE OF EQUIPMENT

- 1. Needs constant supervision. If left unsupervised will foul up, get in trouble, or wander off. Undependable.
- 2. Needs closer supervision than most. Not very dependable.
- 3. Average. Can be relied on for certain things but must be supervised by others. Usually prompt and dependable.
- 4. Needs little supervision. Good record of dependability and promptness.
- 5. No supervision required. Completely dependable in all things.

G. RESPONSE TO SUPERVISION AND INSTRUCTION

1. Poor. Resentful and hostile. May argue with supervisor.
 2. Fair. Resists or ignores suggestions.
 3. Satisfactory. Generally does what is told without any fuss.
 4. Good. No hostility or resentment. Tries to improve.
 5. Outstanding. Makes a real effort to please the instructor. Does exactly as is told.

H. ABILITY TO WORK WITH OTHERS

1. Poor. Negativistic, hostile, annoying to others.
 2. Fair. Doesn't make friends easily. Has some interpersonal difficulties.
 3. Satisfactory. Gets along OK with most co-workers and is accepted by them.
 4. Good. Friendly, congenial, helpful; others like to work with.
 5. Outstanding. Gets along well with everyone. Very popular.

I. OVERALL JOB PROFICIENCY

Based on this inmate's overall performance during this work period, if this inmate was an employee of yours in the community would you:

1. Fire or lay off that individual?
 2. Transfer the person to a less demanding job at a lower pay scale?
 3. Continue to employ the person but without a raise or promotion this time?
 4. Raise the person's pay but keep the person at the same job?
 5. Promote the person to a more demanding job at a higher pay rate?

J. GRADES AND PAY

1. Performance Pay - Grade Class (Check one) 1 2 3 4 M.

2. Hours of Satisfactory work 175

3. Regular Pay 70.00

4. Bonus Recommended: yes; no

5. Total Pay 70.00 + 20.00

\$90.00

Supervisor's Signature 

Date
4/26/2022

Inmate's Signature

Date
4/26/2022

Inmate _____ was requested to sign this rating, but refused, citing the following reason:

Staff Witness' Signature

Date

FILE IN SECTION 4 UNLESS APPROPRIATE FOR PRIVACY FOLDER

SECTION 4

WORK PERFORMANCE RATING - INMATE

U.S. DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF PRISONS

Inmate's Name: KROMAH, MOAZU	Register No: 86956-054	Unit: JC
Evaluation Period: MAY 25 TH 2022	Work Assignment: FOOD SERVICE 2- COOK SHIFT	

Inmate Kromah has been working in the kitchen for almost a year. During this period he has proven to be very efficient and reliable in the execution of his duties on the cook shift, cooking for the entire inmate population. He is always willing to learn and responds well to constructive criticism. Inmate Kromah always steps up to help other details in the kitchen. He does not complain and has great work ethics. Inmate Kromah is very respectful and gets along well with both inmates and staff.

Signature and Date of Dept. Head Approval

Route to Dept. Head for Review, Then to Unit Team

Instructions: Check the best statement in each area. Base your rating on the inmate's overall performance for the rating period--neither the inmate's best day nor worst day--as compared to what is expected of a satisfactory worker in the assignment.

A. QUALITY OF WORK

- 1. Unsatisfactory. Makes more errors than should for this level of training. Work must be redone.
- 2. Fair. Careless; makes mistakes and does not check work. Should do better work.
- 3. Satisfactory. Makes some mistakes but no more than expected at this level.
- 4. Good. Makes fewer mistakes than most inmates at this level of training. Does Journeyman level work
- 5. Outstanding. Does superior work

B. QUANTITY OF WORK

- 1. Unsatisfactory. Lazy, wastes time, goofs off.
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C. INITIATIVE

- 1. Unsatisfactory. Always waits to be told what to do. Needs help getting started.
- 2. Fair. Usually relies on others to say what needs to be done.
- 3. Satisfactory. Can adapt to changes in routine. Will start work without waiting to be told.
- 4. Good. Can plan own work well. Acts on own in most things. Doesn't wait to be told what to do.
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D. INTEREST; EAGERNESS TO LEARN

- 1. Poor. Shows no interest in job. Regards job as a drag or waste of time.
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E. ABILITY TO LEARN

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4. Good. Learns rapidly. Good memory. Rarely makes the same mistake twice.
X 5. Outstanding. Very quick to learn. Excellent memory. Is learning much more rapidly than most inmates assigned here. Never makes the same mistake twice.

F. NEED FOR SUPERVISION; DEPENDABILITY; SAFETY; CARE OF EQUIPMENT

1. Needs constant supervision. If left unsupervised will foul up, get in trouble, or wander off. Undependable.
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J. GRADES AND PAY

1. Performance Pay - Grade Class (Check one) 1 2 3 X 4 M.
 2. Hours of Satisfactory work 175
 3. Regular Pay _____
 4. Bonus Recommended: X yes no
 5. Total Pay _____

Supervisor's Signature <u>S. NYANOR</u>	Date MAY 25 th , 2022
Inmate's Signature <u>X</u>	Date MAY 25 th , 2022

Inmate _____ was requested to sign this rating, but refused, citing the following reason:

Staff Witness' Signature	Date
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WORK PERFORMANCE RATING - INMATE

U.S. DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF PRISONS

Inmate's Name: KROMAH, MOAZU	Register No: 86956-054	Unit: JC
Evaluation Period: MARCH 2, 2022 - JUNE 4, 2022	Work Assignment: F/S # 3	

Inmate Kromah works with very little supervision, checks the daily menu and goes above to provide the quarantine, general population and special housing units with the correct amount of food at all times with little to no supervision. Conducts sanitation daily in the cooking area by sweeping and mopping the floor, cleaning the service tables and scrubbing the walls. He can be depended on to work with little supervision and complete all assigned tasks on time. He works well with other inmates and takes the time to show others how to perform prep and cooking tasks. He is an asset to the kitchen.

Signature and Date of Dept. Head Approval

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J. GRADES AND PAY

1. Performance Pay - Grade Class (Check one) 1 2 3 4 M.
 2. Hours of Satisfactory work _____ 175
 3. Regular Pay _____ 21.00
 4. Bonus Recommended: yes no
 5. Total Pay _____ 21.00

Supervisor's Signature D. Gonzalez	Date JUNE 4, 2022
Inmate's Signature X	Date JUNE 4, 2022

Inmate _____ was requested to sign this rating, but refused, citing the following reason:

Staff Witness' Signature	Date
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